

NWLS Board of Trustees
September 21, 2019
10:00 A.M.
NWLS Headquarters

1. Call to Order/Roll Call

Jeff Burke called the meeting to order at 10:00 am.

Present: Jocelyn Ford (Washburn County), Vivian Markley (Douglas County)(*arrived at 10:15*), Dian Delong (Sawyer County), Ron Leino (Douglas County), Jim Bassett (Sawyer County), Jeff Burke (Vilas County), Laura Rachford (Burnett County), Clarence Campbell (Ashland County), Connie Cogger (Bayfield County), Courtney Dietsche (Douglas County), Susan Hendrickson (Douglas County)(*arrived at 10:08*), Sandy Mackie (Washburn County), Jim Crandall (Bayfield County), Buzz Byrne (Burnett County), Opal Roberts (Iron County), Samuel Pomush (Douglas County), Donna Knuckey (Winter Public Library), Sherry Machones (Director), Michelle Gostomski (Office Manager).

Absent: Kathryn McKenzie (Douglas County),

2. Guest Comments

None.

3. Approval of the July 13, 2019, Board of Trustees Meeting Minutes

Motion by Samuel Pomush, second by Dian Delong to approve the July 13, 2019, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Approval of July and August 2019 NWLS Expenditures

Motion by Sandy Mackie, second by Buzz Byrne to approve the July and August 2019 NWLS Expenditures. Motion carried unanimously.

5. Approval of August 31, 2019, Financial Statement and Budget Report

Motion by Sandy Mackie, second by Jocelyn Ford to accept the August 31, 2019, Financial Statement and Budget Report. Motion carried unanimously. Michelle Gostomski will be revising the percent allocations for travel lines to more accurately reflect current needs.

6. Closed Session

Laura Rachford motioned, seconded by Opal Roberts to go into closed session pursuant to Wisconsin State Statute 19.85 (1)(c): "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Merit Recommendation. Motion carried unanimously by roll call vote. Samuel Pomush motioned, seconded by Opal Roberts to come out of closed session. Motion carried unanimously.

7. Approval of IT Director Job Description

Motion by Susan Hendrickson, second by Buzz Byrne to accept the IT Director job description. Motion carried unanimously.

8. Approval of the 2020 NWLS Budget and Pay Scale

Motion by Susan Hendrickson, second by Laura Rachford to approve the 2020 Budget, including a 10% merit increase to employees 5 and 8, and a 3% cost of living increase for employees 2,4,6 and 7. Motion carried on a roll call vote, 9-6.

9. Approval of the 2020 Plan of Service

Motion by Susan Hendrickson, second by Sandy Mackie to approve the NWLS 2020 Plan of Service. Motion carried unanimously.

10. Approval of the 2020 Member Library Agreements

Motion by Buzz Byrne, second by Laura Rachford to approve the 2020 Member Library Agreements. Motion carried unanimously.

11. Approval of the 2020 County Service Agreements

Motion by Laura Rachford, second by Susan Hendrickson to approve the 2020 County Service Agreements. Motion carried unanimously.

12. Approval of the 2020 Resource Library Agreement

Motion by Susan Hendrickson, second by Samuel Pomush to approve the 2020 Resource Library Agreement. Motion carried unanimously.

13. Director's Report

Updates from member libraries:

- Ann Larson (Hayward) and Sara Christopherson (Grantsburg) attended the DPI Youth Services Institute.
- Washburn is having a 'I Love My Library' gala from 5 to 8 pm at the library tonight, the 21st, to raise funds for their restoration project.

Updates from the system:

- We have two instances of Library Directors being out of compliance for continuing education: Winchester and Bayfield.

Updates from the Director:

- Delivery: NWLS has been working very hard with the owner of Action Logistics, our in-system delivery company, over the past two weeks. There was a series of incidents with some of the employees servicing our routes which came to a resolution. This resolution led to some of the routes being disrupted. We expect to have the routes stabilized by next week.
- PLSR: DPI issued a revised PLSR Implementation Strategy Draft at last week's COLAND meeting (see attached).
- ALA Annual Conference Report (see attached)

- Meetings attended: Sawyer County Library Plan, Washburn County Library Plan, LD&L, Digitization workshop, SRLAAW, WLA Leadership Development Institute Dinner, LAWDS workshop, ILL workshop, WISCAT, ALA, WLA Board, DPI.
 - The recent DPI phone meeting covered the retirement of John DeBacher, Director of Public Library Development, as well as discussions about current ILS and System mergers. South Central Library System reported that they are in talks with Marathon County (Resource Library for Wisconsin Valley Library Service) about leaving WVLS and joining SCLS. If this were to happen, decisions would likely be made by June of 2020. NWLS will be monitoring this situation closely because it would impact our system.
 - It was shared that the Monarch Library System Director will be remaining on disability and therefore will not be returning to her position. It was announced that the Bridges Library System Director will be retiring in March of 2020 and that Winnefox Library System has hired a new Assistant Director.
 - Machones commented that three of the biggest Library System Directors will likely be retiring in the next two to five years. Turnover in the System Director position is changing the workload and dynamics of how Systems work together. Much of the institutional and historical knowledge will leave with these individuals. After these retirements, Machones will be one of few that have extensive experience.

12. Adjourn

Motion by Buzz Byrne, second by Samuel Pomush to adjourn the meeting at 12:17 p.m. Motion carried unanimously.

Respectfully submitted,

Sherry Machones, Director